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To: District Superintendents
County Superintendents
Categorical Program Directors

From: Jack O'Connell
State Superintendent of Public Instruction

Subject: Local Educational Agency Plan

The No Child Left Behind (NCLB) Act of 2001 mandates local educational agencies (LEAs) to develop an LEA Plan as a requirement for receiving federal funding for NCLB. To make your work easier, this memorandum introduces the California Department of Education's (CDE) guidance and template for the development of the LEA Plan that is **due June 1, 2003**.

Background

NCLB embodies four principles that serve as the centerpiece for the LEA Plan. They include (1) stronger accountability for results; (2) greater flexibility and local control in the use of federal funds; (3) enhanced choice for parents of children from disadvantaged backgrounds; and (4) more emphasis on effective teaching methods. As part of the accountability system to meet the goals of NCLB, the California State Board of Education (SBE) has adopted five performance goals and 12 performance indicators. The indicators will include performance targets that are scheduled to be adopted by May 2003.

The framework for CDE's improvement efforts will focus on NCLB's goals, performance indicators, and targets. It will be the basis for policy decisions, accountability implementation efforts, and for coordination with the state Legislature and the Governor's Office.

Funding and Accountability Processes

CDE employs three major processes to meet legislative requirements for specific federal and state programs. The accountability processes include the Consolidated Application, the Coordinated Compliance Review, and now the LEA Plan. Although these systems are inextricably linked, they remain separate. However, plans to coordinate and streamline these processes are underway to eliminate redundancies while fulfilling federal and state requirements.

Each of the accountability processes serves a specific purpose. The Consolidated Application is a **fiscal** mechanism for the distribution of federal and state funds to LEAs. Entitlements are formula-driven as specified in legislation. The Coordinated Compliance Review provides state-level oversight by conducting on-site reviews of 18 federal and state programs. The purpose is

to verify **compliance** with program requirements to ensure that program funds are spent to increase student performance. The LEA Plan is mandated by NCLB for LEAs that receive federal funding. The plan describes the actions LEAs will take to ensure that **programmatic** requirements are met.

LEA Plan

To meet NCLB requirements, the LEA Plan must include descriptions of actions such as the coordination of services, needs assessments, consultations, school choice, supplemental services, services to homeless students, and others as required. To assist LEAs in the development of the LEA Plan, guidance, templates, and selected sections of NCLB legislation are available on the CDE Web site at [<http://www.cde.ca.gov/pr/leap/>](http://www.cde.ca.gov/pr/leap/). Copies of the legislation can be e-mailed upon request.

The LEA Plan serves multiple purposes:

- Five-year plan operational from July 1, 2003 through June 30, 2008
- Annual update of LEA program implementation
- Guide to implement federal and state-funded programs, allocation of resources, and reporting requirements
- Blueprint for students to achieve the state content standards
- Single, coordinated, and comprehensive plan describing services for all students
- Basis for a continuous cycle of assessment, parent and community involvement, planning, implementation, monitoring, and evaluation
- Summary of all existing federal and state plans that can establish a focus for raising academic performance for all students

In developing the LEA Plan, LEAs will respond to the SBE-adopted performance goals, indicators, and additional mandated information. Checklists are included for planning, identification of federal and state programs operating in the LEA, and fiscal resources available. LEA needs assessments will include data available on the CDE Web site as well as local assessment data. Therefore, LEA Plans must incorporate all of the LEAs' stakeholders -- students, parents and community, teaching and support staff, administrators, and others.

Guidance and Assistance

The LEA Plan Web site, [<http://www.cde.ca.gov/pr/leap>](http://www.cde.ca.gov/pr/leap/), will provide information about forthcoming technical assistance, the LEA Plan review, and approval processes.

Submittal and Contacts

The LEA Plan must be received by CDE **no later than June 1, 2003**. Please mail to:

Specialized Programs Division
California Department of Education
1430 N Street, Suite 4309
Sacramento, California 95814

For more information, please contact Lucille C. Gonzales at (916) 319-0940, e-mail at [<lgonzale@cde.ca.gov>](mailto:lgonzale@cde.ca.gov).